

WORKFORCE DATA ANALYST JOB DESCRIPTION

Line of Business	Career Services	Reports To	Analytics Lead
Market	Singapore		

About You

You will be joining the Workforce Planning & Analytics Team in Singapore. Because you are passionate about workforce analytics with strong commercial acumen, you look at data through a strategic business lens and assess the feasibility of potential talent management solutions based on their impact to a client's organisational goals.

Working directly with clients, you will assist in translating their initial HR queries into robust analytical problem statements by beginning every assignment with questions around business needs and the associated workforce impact. You don't settle for the first answer or explanation; instead, you derive hypotheses relating to the problem statement which seek to identify the root causes of the identified workforce issues.

A champion of predictive analytics, you will develop and apply appropriate machine learning algorithms and data visualisation techniques for complicated analyses involving the extraction and combination of data from clients' HR systems, business systems and other external sources. You are adept at deriving actionable insights from the data analysis to communicate a vivid, engaging story in the language of the client's business.

Illustrative Projects

- Develop an employee persona for a role to assess the likelihood of success for a new hire.
- Understand organisation immersion and identify critical relationships to expedite employee onboarding.
- Develop career profiles and associated development actions (optimum mix of training, job rotations, on-the-job experiences etc.) to accelerate capability development for critical roles.
- Optimise total benefits spend by understanding total cost vs. perceived value for different employee segments.
- Identify and address volume and capability gaps between the current and future workforce needs to ensure that the right talent is in the right place and at the right time to drive business objectives.

Skills and Experience

- Critical thinking skills in formulating hypotheses and interpreting results of data analysis.
- Advanced knowledge of statistical techniques and machine learning (generalised linear models, regularised regression, decision trees/random forests, clustering etc.).
- Ability to explain complex statistical concepts to non-technical team members and clients.
- Proficiency in a programming language, such as Python or R.
- Demonstrated ability in data extraction; data cleansing and preparation; database management; and data analysis and reporting.
- Experience with a Human Resource Information System (HRIS) (e.g. SAP SuccessFactors, Workday) and/or visualisation tool (e.g. Tableau, R Shiny) is advantageous.